



Department of Property & Procurement

Government of the United States Virgin Islands

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March 4, 2020

AMENDMENT #1 – RFP-019-T-2020 (P) Qualified and Licensed Vendors for VIBES Project Organization Services (PMO)

DELETE:

Proposal Due Date/Time

Monday, March 16, 2020 at 4:30 p.m. AST

INSERT:

Revised Proposal Due Date/Time

Monday, March 30, 2020 at 4:30 p.m. AST

Questions and Answers

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

BIDDERS MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT WITH THEIR BID PROPOSAL.

Questions and Answers:

1. What are the expected responsibilities for the Financial Manager position? The vendor does not need to have a financial manager position.

Response: The territory expects the PMO to assist with managing the financial aspects of this project. At the very least the PMO must include someone with the ability to effectively assist the territory in making sound financial decisions. That individual can have other duties inclusive of any of the other key positions.

2. The contract example includes N/A in the 4. Travel Expenses section. Does that mean that travel expenses cannot be billed? If they can be billed, what is the basis for reimbursement for travel (airfare, lodging, meals, transportation, etc.)?

Response: Travel expenses are a related cost and should be included in the cost proposal.

3. What is the federal participation rate for this project? Is it enhanced funding at 90/10?

Response: The federal participation rate for this project is based upon the territories agreement with the federal agency responsible for each program.

4. Do you have a template or format for the Cost proposal?

Response: The cost proposal shall include tables delineating cost for each task and year on which the bidder is submitting a bid. The bidder's cost proposal should provide a preliminary staff plan for this project based on staff level and roles. The Bidder shall further provide hourly rates for consulting services. The cost proposal must identify costs for each project deliverable and will be inclusive of any related expenses.

5. What is the current condition of VIBES for the Medical Assistance program? Are there outstanding defects and how are defects currently managed, prioritized and resolved?

Response: The status of VIBES (MAP) will be discussed and reviewed with the selected vendor